

## **Department Description**

## **City Council**

Sandy City's optional council-mayor form of government vests the government of the municipality in two separate, independent, and equal branches. The executive branch consists of a mayor and administrative departments and officers; and the legislative branch consists of a municipal council. In Sandy, there are seven (7) council members, four elected from separate geographical council districts, and three elected at-large by the entire city electorate. All are elected for four (4) year terms.

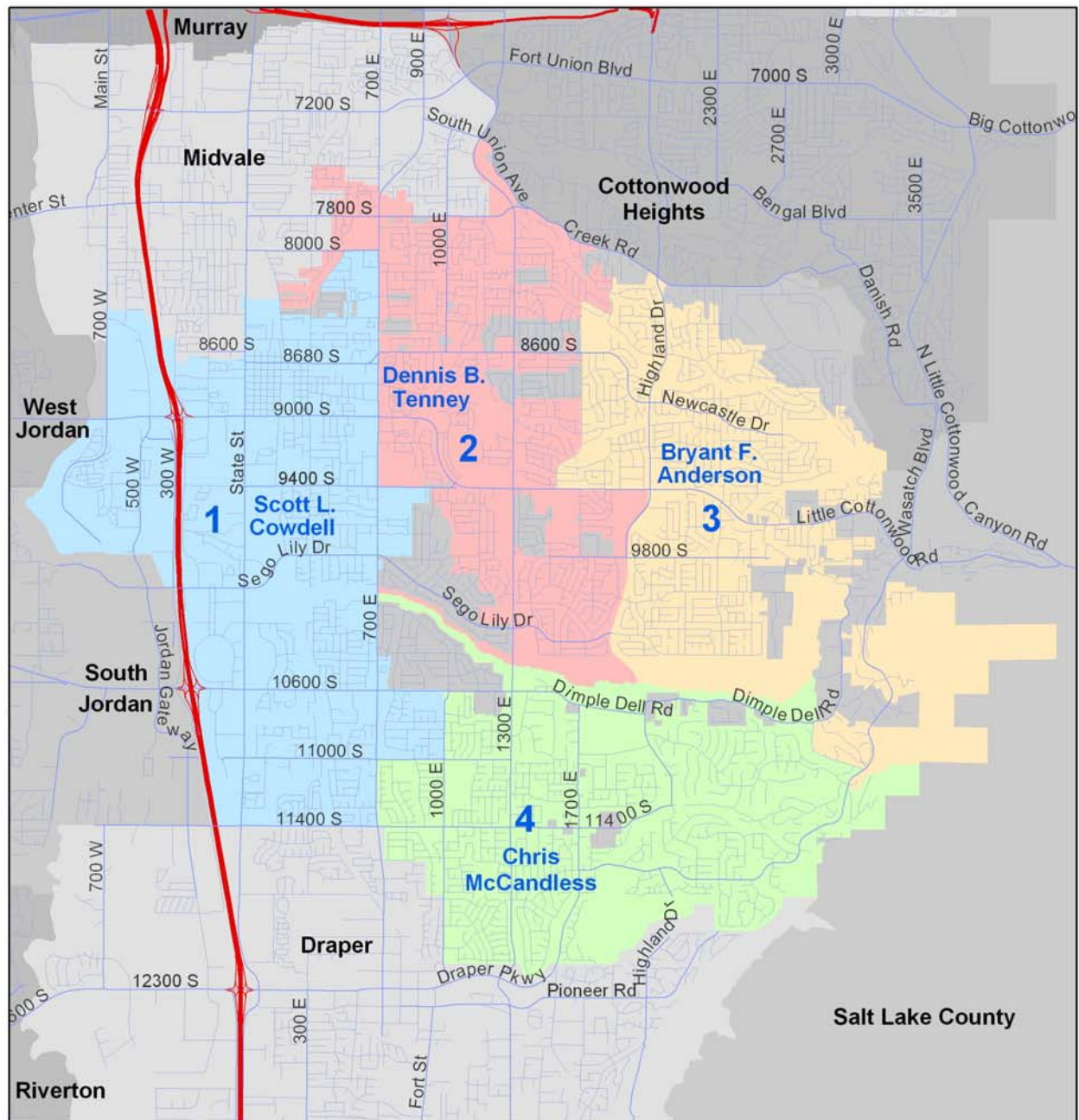
The City Council staffing function is performed by its council office, which consists of an Executive Director, an Office Manager, and an Executive Secretary.

## **Department Mission**

The mission of the City Council is to set general and specific municipal policy, pass ordinances and resolutions, appropriate funds, review and monitor municipal administration, prescribe and adopt the city's budgets, set appropriate tax levies, establish water and refuse collection rates and other general tax and service rates, establish a zoning plan for the city, appoint special citizen advisory committees, and fulfill a variety of other duties prescribed by State statute.

The principal council office functions are:

- Liaison for Council with Mayor, CAO, department heads, city patrons/constituents, businesses, developers, citizen committees, and other cities' officials and staff.
- Respond to and research patron/constituent requests, concerns, and/or problems.
- Receive, review, and recommend items for Council study and agenda action.
- Review ordinances/resolutions to determine compliance with Council policies and directives.
- Research land use, zoning, planning, and development.
- Respond to Council chairperson and Council members' directives and research requests.
- Review and analyze activities and expenditures of departments for adherence to Council approved policy or for formulation of new/revised policy.



## City Council Members

Scott L. Cowdell - District 1  
 Dennis B. Tenney - District 2  
 Bryant F. Anderson - District 3  
 Chris McCandless - District 4  
 Linda Martinez-Saville - Council at Large  
 Steve Fairbanks - Council at Large  
 Steve Smith - Council at Large

Scale: 1 Inch = 1 Mile  
 0 0.5 1 2 Miles



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 Jake Petersen, GIS Technician  
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- Maintain and improve basic core municipal services.
- Maintain integrity of residential neighborhoods and preserve property values.
- Preserve and improve public infrastructure and transportation systems.
- Preserve existing and expand additional retail and clean commercial businesses.
- Develop and improve the city's recreational trails and increase recreational opportunities.
- Develop community and arts facilities.
- Strengthen communications with citizens, businesses, and other institutions.
- Maintain a highly qualified employee workforce.

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**Previous-year Accomplishments**

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Working with the Mayor and his administrative staff, and in some instances the planning commission, the Council accomplished the following:

- Approved and conducted multi school district feasibility studies.
- Held a public hearing for the school district feasibility studies.
- Approved Ordinance #07-06 - Combined Prince (Pulsipher) Annexation and Trapp (Ivory Homes) at 2120 E. Dimple Dell Road 2.976 acres, 2058 Ea. Dimple Dell Road 3.97 acres.
- Approved Ordinance #07-05 - Verna Larsen Annexation - 963 Ea. 8600 So. 2.5 acres.
- Visited and Toured the Living Planet Aquarium.
- Reviewed Arts Guild Operations.
- Adopted Resolution #07-01AG- adopting the Art Guild budget for Fiscal Year 2007-2008.
- Selected an Audit Firm.
- Conducted a Financial Analysis of City Contract with the South Valley Boys and Girls Club along with the Feasibility of the Parks and Recreation Building Refurbishing.
- Opened Sandy City Budget for Fiscal Year 2006-2007 for a number of budget modifications.
- Reviewed Budget Goals and Accomplishments to Date.
- Reviewed Budget Goals and heard Departments Reports on Efforts to Meet Goals.
- Conducted interim Budget overviews of various City Departments.
- Heard Various Department Budget Presentations for 2007 – 2008 Budget.
- Held Hearings and Adopted the 2007-2008 City Budgets.
- Reviewed Applications for Cable Television Franchises in the City.
- Considered needed appointments to Citizen Committees and held Citizen Interviews.
- Appointed Citizens to various Sandy City Committees.
- Approved a number of code amendments: All Terrain Vehicle Sales & Service within the ID (Industrial Zone); Adoption of Uniform Codes, Land Use Depository Institutions; Maximum Building Heights; Guarantee for Improvements; Off Street Parking Standards; Amending Section 15-15-02-“Definitions” Public Utility Station; Designating Land Use Authority; Parking Management Ordinance; Amendments to the Sandy City Traffic Code; Amending Title 16 of the Sandy City Municipal Code “Development Fee”; Off Street Parking Management Standards; Traffic Code: Interfering with Control of Vision; and Parking Management Standards.
- Held hearings and approved the Community Development Block Grant Consolidated Action Plan for 2007-2008.
- Revised the Emergency Management Plan for the City and approved the Basic Emergency Operations Plan.
- Reviewed and studied the State Fireworks Statutes/City Ordinance for Noise compliance
- Reviewed the Rocky Mountain Power Franchise Agreement for Consideration.
- Held Hearings and adopted the General Plan Amendment for the Transportation Element.
- Conducted reviews of Historic Sandy Signage Treatment Themes.
- Reviewed and approved a number of interlocal agreements: Quarry Bend Storm Drain Project; Proposed Soccer Stadium; State Street Betterments; Sandy City’s 2007 Primary and General Municipal Elections.

- Reviewed and approved a Master Plan for 9400 South 1100 East – 1300 East.
- Conducted a number of reviews, studies, and approvals of Parks & Recreation projects: Conceptual plan for Union Middle School Park; Adult non-playground park concept; Feasibility of Parks and Recreation building refurbishing.
- Authorized the issuance and sale of \$35,000,000 Transient Room Tax Revenue Bonds for the construction of the soccer stadium.
- Approved a number of rezones: Sieverts Rezoning; Ryan Button Rezone; Corey Angell Rezone; Kuhre Plaza Rezone; The Cottages at the Rose Gardens III Rezoning; Fischer Meadows Rezone; and Shulsen Rezone.
- Approved policy amending Extraterritorial Water Policy service to areas outside City boundaries.
- Conducted an analysis and review of Overall City Indebtedness.
- Conducted reviews of After School Programs – Feasibility Study for After School Programs in Sandy.
- Made appointments to the East Side School District Transition Team.
- Reviewed the New State Annexation Law.
- Reviewed changes to the Animal Services Ordinance.
- Approved Ordinance #07-30 amending Title 3 of the revised Ordinances of Sandy City providing for the Regulations of Animals within Sandy City.
- Approved the Qwest Broadband Services Recommended Franchise Agreement.
- Reviewed Capital Projects of Parks & Recreation for past and future years.
- Amended the City Council Rules and Procedures for conduct of public meetings.
- Approved a number of Code Amendments: Sensitive Overlay Zone District/ Special Exception for Horses.
- Adopted a Community Development Project Area Plan entitled “9400 South Community Development Project Area Plan”, dated June 7, 2007.
- Conducted studies for a Dilapidated Housing Stock Rehabilitation program in City.
- Updated City Economic Development Plan.
- Conducted the 2007 General City Council Election.
- Reviewed studies of the Urban Wild Lands Interface/Sandy Fire Response/ Equipment Needs/ Dangers.
- Held a public hearing for renewal of the Qwest Franchise Agreement with the City.
- Conducted reviews of a report on Capital Outlays in Historic Sandy.
- Reviewed and approved a number of interlocal agreements: School District Elections – submitting for voter approval a measure to create a new school district; Corridor preservation along the SR-209 corridor within Sandy City between 700 East and 2000 East; UDOT/State Street (SR-89) 10600 S. to 9000 S. for betterment work; Township Agreement – between Murray, Sandy, Holladay, City of South Salt Lake, Salt Lake City, Taylorsville, West Valley City, South Jordan and West Jordan to hire consultants for an annexation survey; and Dimple Dell Regional Park Stream Restoration Project.
- Reviewed Progress on Land Use Plan for rezoning of Master Block 90th-94th, State to I-15.
- Conducted a number of reviews, studies and approvals of Parks & Recreation programs: Feasibility Study for Old Parks & Recreation Building; Consideration of possible rehabilitation of Old City Hall and funding of architectural and structural study; and 9400 South 1300 East Sandy City Park revised master plan.
- Approved becoming a participating employer in the Public Safety Noncontributory Retirement System.
- Adopted an agreement for the development of land for the 9400 S. Community Development Project Area.
- Approved a number of rezones: Lauren Gardens Rezone I; Lauren Gardens Rezone II; Smart Rezoning; and Creek Road Villas Rezone.
- Conducted a number of tours of capital and development projects in the city, including those under the direction of Parks & Recreation, Public Utilities, Public Works, and Community Development.
- Authorized the issuance and sale of \$7,200,000 of excise tax road bonds for the purpose of financing roads and related improvements.
- Held discussions of proposed Light Rail Corridor: TRAX extension, 100th-114th South.

No significant budget issues.

**Budget Information**

| <b>Department 130</b>          | <b>2005<br/>Actual</b> | <b>2006<br/>Actual</b> | <b>2007<br/>Actual</b> | <b>2008<br/>Estimated</b> | <b>2009<br/>Approved</b> |
|--------------------------------|------------------------|------------------------|------------------------|---------------------------|--------------------------|
| <b>Financing Sources:</b>      |                        |                        |                        |                           |                          |
| General Taxes & Revenue        | \$ 85,437              | \$ 104,549             | \$ 82,237              | \$ 106,931                | \$ 108,338               |
| Administrative Charges         |                        |                        |                        |                           |                          |
| 31411 Redevelopment Agency     | 12,229                 | 9,975                  | 14,973                 | 12,785                    | 16,945                   |
| 31412 Water                    | 34,613                 | 32,348                 | 47,631                 | 44,691                    | 61,136                   |
| 31413 Waste Collection         | -                      | -                      | 5,117                  | 5,080                     | 7,642                    |
| 31414 Fleet Operations         | 4,478                  | 3,071                  | 2,977                  | 3,127                     | 4,161                    |
| 31415 Information Services     | 1,169                  | 868                    | 2,977                  | 3,127                     | 4,161                    |
| 31416 Storm Water              | 5,055                  | 3,814                  | 6,164                  | 5,479                     | 7,322                    |
| 314111 Risk Management         | -                      | -                      | 2,977                  | 3,127                     | 4,161                    |
| <b>Total Financing Sources</b> | <b>\$ 142,981</b>      | <b>\$ 154,625</b>      | <b>\$ 165,053</b>      | <b>\$ 184,347</b>         | <b>\$ 213,866</b>        |
| <b>Financing Uses:</b>         |                        |                        |                        |                           |                          |
| 411111 Regular Pay             | \$ 100,351             | \$ 107,812             | \$ 115,340             | \$ 131,047                | \$ 139,858               |
| 411211 Variable Benefits       | 10,931                 | 12,258                 | 13,034                 | 14,939                    | 15,638                   |
| 411213 Fixed Benefits          | 31,699                 | 34,555                 | 36,679                 | 38,361                    | 40,357                   |
| 411214 Retiree Health Benefit  | -                      | -                      | -                      | -                         | 18,013                   |
| <b>Total Financing Uses</b>    | <b>\$ 142,981</b>      | <b>\$ 154,625</b>      | <b>\$ 165,053</b>      | <b>\$ 184,347</b>         | <b>\$ 213,866</b>        |

# Budget Information

# Council Executive Staff

| Department 131                   | 2005<br>Actual    | 2006<br>Actual    | 2007<br>Actual       | 2008<br>Estimated | 2009<br>Approved  |
|----------------------------------|-------------------|-------------------|----------------------|-------------------|-------------------|
| <b>Financing Sources:</b>        |                   |                   |                      |                   |                   |
| General Taxes & Revenue          | \$ 270,074        | \$ 319,702        | \$ 298,035           | \$ 358,369        | \$ 346,000        |
| Administrative Charges           |                   |                   |                      |                   |                   |
| 31411 Redevelopment Agency       | 3,424             | 3,776             | 4,102                | 4,273             | 4,987             |
| 31412 Water                      | 6,331             | 8,001             | 8,540                | 9,544             | 7,116             |
| 31413 Waste Collection           | -                 | 3,423             | 3,601                | 4,152             | -                 |
| 31414 Fleet                      | -                 | -                 | -                    | -                 | 1,827             |
| 31415 Information Services       | -                 | -                 | -                    | -                 | 10,493            |
| 31416 Storm Water                | 1,812             | 1,849             | 2,169                | 2,239             | 804               |
| 314110 Recreation                | -                 | -                 | 295                  | 352               | -                 |
| <b>Total Financing Sources</b>   | <b>\$ 281,641</b> | <b>\$ 336,751</b> | <b>\$ 316,742</b>    | <b>\$ 378,929</b> | <b>\$ 371,227</b> |
| <b>Financing Uses:</b>           |                   |                   |                      |                   |                   |
| 411111 Regular Pay               | \$ 173,264        | \$ 191,388        | \$ 180,885           | \$ 208,741        | \$ 203,037        |
| 411113 Vacation Accrual          | -                 | 590               | -                    | -                 | -                 |
| 411211 Variable Benefits         | 35,188            | 39,897            | 36,273               | 42,804            | 41,790            |
| 411213 Fixed Benefits            | 15,053            | 13,851            | 13,750               | 15,309            | 13,612            |
| 411214 Retiree Health Benefit    | 1,981             | 3,924             | 1,910                | 2,338             | 2,547             |
| 41131 Vehicle Allowance          | 5,120             | 5,120             | 5,699                | 5,677             | 5,916             |
| 41132 Mileage Reimbursement      | -                 | -                 | -                    | 200               | 200               |
| 4121 Books, Subs. & Memberships  | 287               | 247               | 438                  | 800               | 800               |
| 41231 Travel                     | 10,671            | 9,500             | 7,871                | 32,555            | 32,555            |
| 41232 Meetings                   | 10,024            | 11,382            | 12,823               | 9,800             | 9,800             |
| 41233 Quadrant Meetings          | -                 | -                 | -                    | 7,000             | 7,000             |
| 41235 Training                   | (56)              | -                 | 741                  | 7,260             | 7,260             |
| 412400 Office Supplies           | 2,990             | 3,374             | 2,757                | 4,500             | 4,500             |
| 412440 Computer Supplies         | -                 | -                 | -                    | 675               | 675               |
| 412490 Miscellaneous Supplies    | 667               | 1,080             | 673                  | 1,000             | 1,000             |
| 412611 Telephone                 | 3,063             | 1,916             | 2,079                | 2,640             | 2,689             |
| 41341 Audit Services             | 13,769            | 14,726            | 15,484               | 16,750            | 16,750            |
| 41379 Professional Services      | -                 | -                 | -                    | 1,000             | 1,000             |
| 414111 IS Charges                | 10,236            | 10,724            | 11,261               | 14,880            | 18,096            |
| 4174 Equipment                   | (616)             | 29,032            | 24,098               | 5,000             | 2,000             |
| <b>Total Financing Uses</b>      | <b>\$ 281,641</b> | <b>\$ 336,751</b> | <b>\$ 316,742</b>    | <b>\$ 378,929</b> | <b>\$ 371,227</b> |
|                                  |                   |                   |                      |                   |                   |
| Staffing Information             | Bi-weekly Salary  |                   | Full-time Equivalent |                   |                   |
|                                  | Minimum           | Maximum           | FY 2007              | FY 2008           | FY 2009           |
| <b>Elected Officials:</b>        |                   |                   |                      |                   |                   |
| Council Members                  |                   |                   | 7.00                 | 7.00              | 7.00              |
| <b>Appointed - Category 1:</b>   |                   |                   |                      |                   |                   |
| City Council Executive Director* | \$ 2,775.20       | \$ 4,370.90       | 1.00                 | 1.00              | 1.00              |
| <b>Regular:</b>                  |                   |                   |                      |                   |                   |
| Office Manager                   | \$ 1,286.40       | \$ 2,026.10       | 1.00                 | 1.00              | 1.00              |
| Executive Secretary              | \$ 1,168.80       | \$ 1,840.90       | 1.00                 | 1.00              | 1.00              |
| <b>Total FTEs</b>                |                   |                   | 10.00                | 10.00             | 10.00             |

\*Current incumbent has Regular Employee status. Upon attrition, new hire will have Appointed status.